



**AGENDA OF THE REGULAR SESSION
CITY OF AUBURN PLANNING COMMISSION
1225 LINCOLN WAY, AUBURN, CA 95603**

**March 19, 2013
6:00 PM**

Planning Commissioners

Matt Spokely, Chairman
Roger Luebkehan
Fred Vitas
Nick Willick
Lisa Worthington

City Staff

Will Wong, Community Development Director
Reg Murray, Senior Planner

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

None

IV. PUBLIC COMMENT

This is the time provided so that persons may speak to the Commission on any item not on this agenda. Please make your comments as brief as possible. The Commission cannot act on items not included on this agenda; however, the items will be automatically referred to City staff.

V. COMMISSION BUSINESS

- A. Annual Planning Commission priorities list discussion (*Continued from the hearing of March 5, 2013*)

VI. COMMUNITY DEVELOPMENT DEPARTMENT FOLLOW-UP REPORTS

- A. City Council Meetings
B. Future Planning Commission Meetings
C. Reports

VII. PLANNING COMMISSION REPORTS

The purpose of these reports is to provide a forum for Planning Commissioners to bring forth their own ideas to the Commission. No decisions are to be made on these issues. If

a Commissioner would like formal action on any of these discussed items, it will be placed on a future Commission agenda.

VIII. FUTURE PLANNING COMMISSION AGENDA ITEMS

Planning Commissioners will discuss and agree on items and/or projects to be placed on future Commission agendas for the purpose of updating the Commission on the progress of items and/or projects.

IX. ADJOURNMENT

Thank you for attending the meeting. The Planning Commission welcomes your interest and participation. If you want to speak on any item on the agenda, as directed by the Chairman, simply go to the lectern, give your name, address, sign in and speak on the subject. Please try to keep your remarks to a maximum of five minutes, focus on the issues before the Planning Commission and try not to repeat information already given to the Commission by a prior speaker. Always speak into the microphone, as the meeting is recorded on tape. It is the policy of the Commission not to begin consideration of a project after 10:00 PM. Such projects will be continued to the next meeting.

Materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet are available for public inspection in the Community Development Department during normal business hours.



Memorandum

City of Auburn Community Development Department

To: Auburn Planning Commission
From: Reg Murray, Senior Planner *RAM*
Date: March 19, 2013
Subject: Discussion of Planning Commission Priorities 2013

(Continued from the March 5, 2013 meeting)

At the direction of the Auburn City Council, the Auburn Planning Commission conducts an annual review of planning issues affecting the City. In association with this review, the Commission can submit a consensus memo to the Auburn City Council identifying the priority planning issues that they would like to have addressed by City staff in the coming year. The Council's direction also provided Planning Commissioners with the ability to submit their own individual views to the City Council if a consensus document was not provided by the full Planning Commission.

In 2012, the Planning Commission identified three areas of interest:

- Support for the continued monitoring of parking in Old Town and Downtown.
- Reaffirmed interest in updating the zoning ordinance, with specific emphasis on an update of the sign ordinance and creation of hillside development standards. In 2012, the Planning Commission reviewed, and the City Council approved, a comprehensive revision to the Auburn Sign Ordinance.
- Reaffirmed interest in the establishment of an ad hoc committee to develop a Trails Master Plan.

The draft 2013 Special Projects List (Attachment 1) reflects the Planning Commission's priorities from 2012 and includes an updated list of planning issues for the Community Development Department in the coming year. Key projects for the coming year include:

- Implementation ordinances for the Housing Element, including Reasonable Accommodation, Emergency Shelters, Residential Care Facilities, and Single Residential Occupancy units. Staff is currently finalizing the ordinances for Commission review in March, 2013 and Council review April, 2013.
- Housing Element Update (2013-2021) – Staff is currently working with its housing consultant on the first draft and anticipates that public review by the Planning Commission and City Council will occur in March and April, respectively.

- First Time Home Buyers Program and Owner-Occupied Rehabilitation Program – Staff will continue to administer both programs, which are set to conclude in July 2013.
- Sign enforcement for temporary signs - Upon approval of the amended sign ordinance in November, 2012, the City Council voted to end provisions allowing temporary signs such as banners and A-frames and directed staff to renew enforcement efforts for temporary signs. The program allowing such signs expires March, 2013.
- Historic Resource Nomination – Based on direction from the City Council, staff is currently drafting an amendment to the current procedures for the nomination of historic resources and anticipates Planning Commission review by March 2013.
- Roadway Naming – At City Council direction, staff is currently drafting a procedure for the naming of roads in the City and is coordinating with the SHAC on the development of a list of names.
- FEP/GP Fee Schedule – Staff anticipates work to establish a General Plan fee and amending the current city facilities (FEP) fee.
- Baltimore Ravine Specific Plan – Staff anticipates completion of the reimbursement agreement for the BRSP as well as review of the improvement plans for the Bloomer Cut bridge crossing and the Herdal Drive road extension.
- Placer County Airport Land Use Compatibility Plan – Public Works and CDD staff will participate in preparation of the Placer County Airport Land Use Compatibility Plan by the Placer County Transportation Planning Agency.
- Parking Management – CDD staff will coordinate with the Old Town and Downtown business associations to implement additional parking management steps (e.g. 2-hr parking, employee parking, signage, etc.).
- General Plan Update – Staff will develop a process for updating the Auburn General Plan.

ATTACHMENT:

1. CDD Special Projects List - 2/19/13

COMMUNITY DEVELOPMENT DEPARTMENT - SPECIAL PROJECTS LIST

(2/19/13)

Project		Comments
PLANNING COMMISSION		
1	Zoning Ordinance Update*	* Commission priority
		3/26/07 - Sign Ord Update. 3/15/11 - Include hillside development standards per BRSP.
		4/11/11 - Council direction to proceed with update of the sign ordinance. 2/7/12 - Commission reaffirms interest in updating zoning ordinance. November 2012 - Sign ordinance adopted.
2	Parking Management*	3/15/11 - PC supports continued monitoring of Old Town and Downtown parking and application of policy recommendations per the Walker Parking Study. 2/7/12 - Renewed support of continued monitoring of parking in Old Town and Downtown
3	Trails Master Plan*	2/5/08 - Establish a Trails Master Plan (Worthington); 2/17/09 - PC requests an ad hoc committee be established to begin working on the Plan. 3/9/09 - Council supported ad hoc committee; approach to be directed back to Council for review and approval. 3/15/11 - Commissioners Snyder & Worthington volunteered to initiate the process. 2/7/12 - Commission renewed interest in establishment of an ad hoc committee.
HDRC		
4	Historic Design Review Guidelines*	* Commission priority
		2/7/12 - Amend the Historic Design Review Guidelines to include elements from the Auburn Streetscape project.
		2/19/13 - Review the HDRC's powers and duties pursuant to AMC §159.496 (A) and §159.496(B).
6	Historic Design Review Guidelines*	2/19/13 - Amend the Historic Design Review Guidelines for consistency with the 2012 sign ordinance update.
STAFF		
7	Housing Element Implementation	* Staff priority
		Complete programs from the 2008-2013 Housing Element (on-going) . Includes ordinances for Reasonable Accommodation, Emergency Shelters, Residential Care Facilities, and Single Resident Occupancy units. March 2013 - Commission review; April 2013 - Council review/action.
8	Housing Element Update	Complete update of the 2013-2021 Housing Element by October 2013 (on-going). March 2013 - Commission review; April 2013 - Council review.

9	HOME Grants	Ongoing administration of the First Time Home Buyer and Owner Occupied Rehabilitation programs
10	Sign Enforcement	Temporary sign enforcement (i.e. banners/A-frames) in follow-up to adoption of 2012 sign ordinance update.
11	Historic Resource Nomination	Amend the historic resource nomination process.
12	Roadway Naming	Establish a process for the naming of roadways
13	FEP & General Plan Fee updates*	Update the FEP fee and establish a fee towards the update of the General Plan
14	Baltimore Ravine Specific Plan (BRSP)	a) Reimbursement agreement
15	New Ordinances	b) Improvement plans (bridge & Herdal extension)
		a) Park Fee Ordinance update
		b) Outdoor Music/Noise
		c) Massage Ordinance
		b) Water Efficiency/Landscape Ordinance
		c) Wireless Facilities Ordinance
16	Placer County Airport Land Use Compatibility Plan Update	Placer County Transportation Planning Agency is the Lead Agency for the update. Public Works and CDD staff are members of the Technical Advisory committee.
17	Parking Management	Work with Old Town and Downtown business associations to implement additional parking management steps (e.g. 2-hr parking, employee parking, signage, etc.)
18	General Plan Implementation	Complete programs from the General Plan
19	General Plan Update	Establish process for updates to the General Plan on an element-by-element basis.
20	General Plan Land Use Map	Finalize digital update of the General Plan Land Use Map
21	School Park Preserve	Development Agreement and Park Management Plan (<i>in process</i>); draft copy circulated
22	CDBG Business Loan Program	

P:Annual PC&CC Reporting/2013/PC Priority Projects/CC-PC Special Projects List.2-19-13